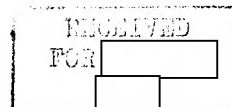


**SECRET**  
(When Filled In)



(b) (1)  
(b) (2)  
(b) (3)  
(b) (6)

<div style="float: left; border: 1px solid black; padding: 2px; transform: rotate(-45deg); transform-origin: left top;">APR 1962</div> <div style="float: right; border: 1px solid black; padding: 2px;"> <b>FITNESS REPORT</b> </div> <div style="clear: both;"></div>				<b>EMPLOYEE SERIAL NUMBER</b> 			
<b>SECTION A GENERAL</b>							
1. NAME (Last) (First) (Middle) <b>Mills, Montrell E.</b>			2. DATE OF BIRTH <b>31 January 1924</b>		3. SEX <b>Male</b>		
4. GRADE <b>GS-13</b>		5. SERVICE DESIGNATION <b>Investigator</b>					
6. OFFICIAL POSITION TITLE <b>Investigator</b>				7. OFF/DIV/BR OF ASSIGNMENT <b>OS</b>			
8. CAREER STAFF STATUS			9. TYPE OF REPORT				
<input type="checkbox"/> NOT ELIGIBLE <input checked="" type="checkbox"/> MEMBER <input type="checkbox"/> DEFERRED <input type="checkbox"/> PENDING <input type="checkbox"/> DECLINED <input type="checkbox"/> DENIED			<input type="checkbox"/> INITIAL <input type="checkbox"/> REASSIGNMENT/SUPERVISOR <input checked="" type="checkbox"/> ANNUAL <input type="checkbox"/> REASSIGNMENT/EMPLOYEE				
10. DATE REPORT DUE IN O.P. <b>28 February 1962</b>		11. REPORTING PERIOD From <b>12/31/60</b> To <b>12/31/61</b>					
SPECIAL (Specify)							
<b>SECTION B EVALUATION OF PERFORMANCE OF SPECIFIC DUTIES</b>							
List up to six of the most important specific duties performed during the rating period. Insert rating number which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).							
1 - Unsatisfactory		2 - Barely adequate		3 - Acceptable			
4 - Competent		5 - Excellent		6 - Superior			
7 - Outstanding							
SPECIFIC DUTY NO. 1 <b>Plans and arranges assignment instructions to effect investigative coverage of persons and things.</b>		RATING NO. <b>5</b>		SPECIFIC DUTY NO. 4 <b>Plans and organizes work to achieve expeditious and economical completion of investigative assignments.</b>			
SPECIFIC DUTY NO. 2 <b>Applies to conduct of investigations and completes investigations consistent therewith.</b>		RATING NO. <b>5</b>		SPECIFIC DUTY NO. 5 <b>Reports on information obtained through investigative processing and prepares correspondence in connection therewith.</b>			
SPECIFIC DUTY NO. 3 <b>Performs specialized and delicate service requiring tact, poise and judgment.</b>		RATING NO. <b>5</b>		SPECIFIC DUTY NO. 6 <del>Executes responsibility for thorough and efficient overall conduct of investigations assigned to him as a Responsible Agent.</del>			
<b>SECTION C EVALUATION OF OVERALL PERFORMANCE IN CURRENT POSITION</b>							
Take into account everything about the employee which influences his effectiveness in his current position - performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the rating number in the box corresponding to the statement which most accurately reflects his level of performance.							
1 - Performance in many important respects fails to meet requirements. 2 - Performance meets most requirements but is deficient in one or more important respects. 3 - Performance clearly meets basic requirements. 4 - Performance clearly exceeds basic requirements. 5 - Performance in every important respect is superior. 6 - Performance in every respect is outstanding.					RATING NO.  <b>5</b>		
<b>SECTION D DESCRIPTION OF THE EMPLOYEE</b>							
In the rating boxes below, check (X) the degree to which each characteristic applies to the employee							
1 - Least possible degree		2 - Limited degree		3 - Normal degree			
4 - Above average degree		5 - Outstanding degree					
CHARACTERISTICS				RATING			
				NOT APPLI- CABLE	NOT OB- SERVED		
				1	2		
				3	4		
				5			
GETS THINGS DONE					X		
RESOURCEFUL					X		
ACCEPTS RESPONSIBILITIES					X		
CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES					X		
DOES HIS JOB WITHOUT STRONG SUPPORT					X		
FACILITATES SMOOTH OPERATION OF HIS OFFICE					X		
WRITES EFFECTIVELY					X		
SECURITY CONSCIOUS					X		
THINKS CLEARLY					X		
DISCIPLINE IN ORIGINATING, MAINTAINING AND DISPOSING OF RECORDS					X		
OTHER (Specify):							

SEE SECTION "E" ON REVERSE SIDE

~~SECRET~~  
(When Filled In)

**SECTION E NARRATIVE DESCRIPTION OF MANNER OF JOB PERFORMANCE**

Stress strengths and weaknesses demonstrated in current position. Indicate suggestions made to employee for improvement of his work. Give recommendations for his training. Describe, if appropriate, his potential for development and for assuming greater responsibilities. Amplify or explain, if appropriate, ratings given in SECTIONS B, C, and D to provide the basis for determining future personnel actions.

There has been no appreciable variation in the manner of Mills' job performance during this past rating period and the comments made on the last fitness report remain applicable.

APR 3 9 17 AM '62

MAIL ROOM

**SECTION F CERTIFICATION AND COMMENTS**

**1. BY EMPLOYEE**  
I certify that I have seen Sections A, B, C, D and E of this Report

DATE: 5 March 1962  
SIGNATURE OF EMPLOYEE: [Signature]

**2. BY SUPERVISOR**  
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION: 64 months

IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION OF REASON: Will be shown to employee at May Conference.

IF REPORT IS NOT BEING MADE AT THIS TIME, GIVE REASON: [Blank]

EMPLOYEE UNDER MY SUPERVISION LESS THAN 90 DAYS: [Blank]  
REPORT MADE WITHIN LAST 90 DAYS: [Blank]  
OTHER (Specify): [Blank]

DATE: 5 March 1962  
OFFICIAL TITLE OF SUPERVISOR: Special Agent in Charge  
TYPED OR PRINTED NAME AND SIGNATURE: [Signature]

**3. BY REVIEWING OFFICIAL**

☒ I WOULD HAVE GIVEN THIS EMPLOYEE ABOUT THE SAME EVALUATION.  
☐ I WOULD HAVE GIVEN THIS EMPLOYEE A HIGHER EVALUATION.  
☐ I WOULD HAVE GIVEN THIS EMPLOYEE A LOWER EVALUATION.  
☐ I CANNOT JUDGE THESE EVALUATIONS. I AM NOT SUFFICIENTLY FAMILIAR WITH THE EMPLOYEE'S PERFORMANCE.

COMMENTS OF REVIEWING OFFICIAL: [Blank]

DATE: 22 March 1962  
OFFICIAL TITLE OF REVIEWING OFFICIAL: ADDS  
TYPED OR PRINTED NAME AND SIGNATURE: [Signature]

~~SECRET~~